
Section 1. Application Forms

- Site Plan Application
- Site Plan Checklist
- Letter of Authorization to Act as Agent



Level III – Preliminary and Final Site Plans Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level III: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits

Level III: Site Plan Development includes:

- New structures with a total floor area of 10,000 sf or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sf or more in Industrial Zones.
- New temporary or permanent parking area(s) or paving of existing unpaved parking areas for more than 75 vehicles.
- Building addition(s) with a total floor area of 10,000 sf or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sf or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sf or more in any existing building (cumulatively within a 3 year period).
- Multiple family development (3 or more dwelling units) or the addition of any additional dwelling unit if subject to subdivision review.
- Any new major or minor auto business in the B-2 or B-5 Zone, or the construction of any new major or minor auto business greater than 10,000 sf of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sf and/or facilities encompassing 20,000 sf. ft. or more (excludes rehabilitation or replacement of existing facilities); new nighttime outdoor lighting of sports, athletic or recreation facilities not previously illuminated.
- Land disturbance of 3 acres or more (includes stripping, grading, grubbing, filling or excavation).

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: <http://me-portland.civicplus.com/DocumentCenter/Home/View/1080>

Design Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2355>

Technical Manual: <http://me-portland.civicplus.com/DocumentCenter/View/2356>

Planning Division

Fourth Floor, City Hall

389 Congress Street

p.m. (207) 874-8719

planning@portlandmaine.gov

Office Hours

Monday thru Friday

8:00 a.m. – 4:30 p.m.

<p>Engineer</p> <p>Name: Sebago Technics, Inc, c/o Robert A. McSorley, PE</p> <p>Address: 75 John Roberts Road, Suite 1A</p> <p>City/State : South Portland, ME Zip Code: 04106</p>	<p>Engineer Contact Information</p> <p>Work # 207-200-2074</p> <p>Cell # 207-939-1809 Fax# 207-856-2206</p> <p>e-mail: rmcsorley@sebagotechnics.com</p>
<p>Surveyor</p> <p>Name: Sebago Technics, Inc, c/o Matthew W. Ek, PLS</p> <p>Address: Same as Above</p> <p>City/State : Zip Code:</p>	<p>Surveyor Contact Information</p> <p>Work # 207-200-2058</p> <p>Cell # Fax# 207-856-2206</p> <p>e-mail: mek@sebagotechnics.com</p>
<p>Architect</p> <p>Name:</p> <p>Address:</p> <p>City/State : Zip Code:</p>	<p>Architect Contact Information</p> <p>Work #</p> <p>Cell # Fax#</p> <p>e-mail:</p>
<p>Attorney</p> <p>Name:</p> <p>Address:</p> <p>City/State : Zip Code:</p>	<p>Attorney Contact Information</p> <p>Work #</p> <p>Cell # Fax#</p> <p>e-mail:</p>
<p>Designated person/person(s) for uploading to e-Plan:</p> <p>Name: Robert A. McSorley, P.E.</p> <p>e-mail: rmcsorley@sebagotechnics.com</p> <p>Name:</p> <p>e-mail:</p> <p>Name:</p> <p>e-mail:</p>	

APPLICATION FEES:

<p>Level III Development (check applicable reviews)</p> <p><input type="checkbox"/> Less than 50,000 sq. ft. (\$750.00)</p> <p><input checked="" type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000)</p> <p><input type="checkbox"/> 100,000 – 200,000 sq. ft. (\$2,000)</p> <p><input type="checkbox"/> 200,000 – 300,000 sq. ft. (\$3,000)</p> <p><input type="checkbox"/> over 300,000 sq. ft. (\$5,000)</p> <p><input type="checkbox"/> Parking lots over 11 spaces (\$1,000)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p> <p>Plan Amendments (check applicable reviews)</p> <p><input type="checkbox"/> Planning Staff Review (\$250)</p> <p><input type="checkbox"/> Planning Board Review (\$500)</p> <hr/> <p>The City invoices separately for the following:</p> <ul style="list-style-type: none"> • Notices (\$.75 each) • Legal Ad (% of total Ad) • Planning Review (\$50.00 hour) • Legal Review (\$75.00 hour) <p>Third party review is assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.</p>	<p>Other Reviews (check applicable reviews)</p> <p><input type="checkbox"/> Traffic Movement (\$1,000)</p> <p><input type="checkbox"/> Stormwater Quality (\$250)</p> <p><input type="checkbox"/> Subdivisions (\$500 + \$25/lot)</p> <p># of Lots _____ x \$25/lot = <u>200</u></p> <p><input checked="" type="checkbox"/> Site Location (\$3,500, except for residential projects which shall be \$200/lot)</p> <p># of Lots _____ x \$200/lot = _____</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Change of Use</p> <p><input type="checkbox"/> Flood Plain</p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Design Review</p> <p><input type="checkbox"/> Housing Replacement</p> <p><input type="checkbox"/> Historic Preservation</p>
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INSTRUCTIONS FOR ELECTRONIC SUBMISSION:

Please refer to the application checklist (attached) for a detailed list of submission requirements.

1. Fill out the application completely and e-mail the **application only** to planning@portlandmaine.gov (Please be sure to designate a person who will be responsible for uploading documents and drawings.) This step will generate the project ID number for your project.
2. An invoice for the application fee will be e-mail to you. Payments can be made on-line at [Pay Your Invoice](#), by mail or in person at City Hall, 4th Floor. Please reference the Application Number when submitting your payment which is located in the upper left hand corner of the invoice.
3. The designated person responsible for uploading documents and drawings will receive an email from eplan@portlandmaine.gov with an invitation into the project. At this time, you will upload all corresponding documents and plans into the project. For first time users you will receive a temporary password which you must change on entry. Make note of your username and password for any future projects.

Reminder: Before the project can move forward, the application fee shall be paid in full and all required documents and drawings shall be uploaded into e-plan correctly.

4. Follow the link below (Applying Online Instructions) for step by step instructions on how to do the following:
 - Tab 1 - Setting up the appropriate compatibility settings for your PC and getting started in e-plan.
 - Tab 2 - Preparing your drawings, documents and photos for uploading using the correct naming conventions
 - Tab 3 - Preparing and uploading revised drawings and documents

[Applying Online Instructions](#)

5. When ready, upload your files and documents into the following folders:
 - "Application Submittal – Drawings"
 - "Application Submittal – Documents"


6. Once a preliminary check has been made of the submittal documents and drawings, staff will move them to permanent folders labeled Drawings and Documents. As the process evolves you will be able to log in and see markups, comments and upload revisions as requested into these folders.

APPLICANT SIGNATURE:

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Level III Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant: 	Date: 4/26/17
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PROJECT DATA

(The following information is required where applicable, in order complete the application)

Total Site Area	85,820 sq. ft.
Proposed Total Disturbed Area of the Site	79,984 sq. ft.
(If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)	
Impervious Surface Area	
Impervious Area (Total Existing)	0 sq. ft.
Impervious Area (Total Proposed)	46,107 sq. ft.
Building Ground Floor Area and Total Floor Area	
Building Footprint (Total Existing)	0 sq. ft.
Building Footprint (Total Proposed)	Approximately 0 sq. ft.
Building Floor Area (Total Existing)	0 sq. ft.
Building Floor Area (Total Proposed)	0 sq. ft.
Zoning	
Existing	Airport Business, AB
Proposed, if applicable	N/A
Land Use	
Existing	Vacant Remaining Land
Proposed	Parking Lot
Residential, if applicable	
# of Residential Units (Total Existing)	0
# of Residential Units (Total Proposed)	0
# of Lots (Total Proposed)	0
# of Affordable Housing Units (Total Proposed)	0
Proposed Bedroom Mix	
# of Efficiency Units (Total Proposed)	0
# of One-Bedroom Units (Total Proposed)	0
# of Two-Bedroom Units (Total Proposed)	0
# of Three-Bedroom Units (Total Proposed)	0
Parking Spaces	
# of Parking Spaces (Total Existing)	0
# of Parking Spaces (Total Proposed)	134
# of Handicapped Parking Spaces (Total Proposed)	0, all valet spaces
Bicycle Parking Spaces	
# of Bicycle Spaces (Total Existing)	0
# of Bicycle Spaces (Total Proposed)	0
Estimated Cost Of Project	\$141,500.00

PRELIMINARY PLAN (Optional) - Level III Site Plan

Applicant Checklist	Planner Checklist	# of Copies	GENERAL WRITTEN SUBMISSIONS CHECKLIST
<input type="checkbox"/>	<input type="checkbox"/>	1	Completed application form
<input type="checkbox"/>	<input type="checkbox"/>	1	Application fees
<input type="checkbox"/>	<input type="checkbox"/>	1	Written description of project
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of right, title and interest.
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of state and/or Federal approval, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written assessment of proposed project's compliance with applicable zoning requirements
<input type="checkbox"/>	<input type="checkbox"/>	1	Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
<input type="checkbox"/>	<input type="checkbox"/>	1	Written requests for waivers from site plan and/or technical standards, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of financial and technical ability
<input type="checkbox"/>	<input type="checkbox"/>	1	Traffic analysis (may be preliminary, in nature, during the preliminary plan phase).
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of significant natural features located on the site.
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of project's consistency with related city master plans.
<input type="checkbox"/>	<input type="checkbox"/>	1	Neighborhood Meeting Material (refer to page 13 of this application.)
Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMITTAL CHECKLIST
<input type="checkbox"/>	<input type="checkbox"/>	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.
<input type="checkbox"/>	<input type="checkbox"/>	1	Preliminary Site Plan Including the following: (*information provided may be preliminary in nature during preliminary plan phase):
<input type="checkbox"/>	<input type="checkbox"/>		Proposed grading and contours;
<input type="checkbox"/>	<input type="checkbox"/>		Existing structures with distances from property line;
<input type="checkbox"/>	<input type="checkbox"/>		Proposed site layout and dimensions for all proposed structures (including piers, docks or wharves in Shoreland Zone), paved areas, and pedestrian and vehicle access ways;
<input type="checkbox"/>	<input type="checkbox"/>		Preliminary design of proposed stormwater management in accordance Section 5 of the Technical Manual (note that Portland has a separate applicability section);
<input type="checkbox"/>	<input type="checkbox"/>		Preliminary infrastructure improvements;
<input type="checkbox"/>	<input type="checkbox"/>		Preliminary Landscape Plan in accordance with Section 4 of the Technical Manual;
<input type="checkbox"/>	<input type="checkbox"/>		Location of significant natural features (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features) located on the site as defined in Section 14-526 (b)(1);
<input type="checkbox"/>	<input type="checkbox"/>		Proposed buffers and preservation measures for significant natural features, as defined in Section 14-526 (b) (1);
<input type="checkbox"/>	<input type="checkbox"/>		Location , dimensions and ownership of easements, public or private rights of way, both existing and proposed;
<input type="checkbox"/>	<input type="checkbox"/>		Exterior building elevations.

FINAL PLAN (Optional) - Level III Site Plan

Applicant Checklist	Planner Checklist	# of Copies	GENERAL WRITTEN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Completed application form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Application fees
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Written description of project
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Evidence of right, title and interest.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Evidence of state and/or Federal approval, if applicable.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Written assessment of proposed project's specific compliance with applicable zoning requirements
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	* Evidence of financial and technical ability
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Construction management plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Stormwater management plan and stormwater calculations
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written summary of project's consistency with related city master plans
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Evidence of utility capacity to serve
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Written summary of solid waste generation and proposed management of solid waste.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	A code summary referencing NFPA 1 and all Fire Department technical standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Where applicable, an assessment of the development's consistency with any applicable design standards contained in Section 14-526 and in the City of Portland Design Manual.
<input type="checkbox"/>	<input type="checkbox"/>	1	Manufacturer's verification that HVAC and manufacturing equipment meets applicable state and federal emissions requirements. N/A

Applicant Checklist	Planner Checklist	# of Copies	SITE PLAN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.
		1	Final Site Plans including the following:
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Existing and proposed structures, as applicable, and distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone);
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Existing and proposed structures on parcels abutting site;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb lines;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;
<input type="checkbox"/>	<input type="checkbox"/>		Location and dimensions of all proposed loading areas including turning templates for applicable design delivery vehicles; N/A
<input type="checkbox"/>	<input type="checkbox"/>		Existing and proposed public transit infrastructure with applicable dimensions and engineering specifications; N/A
<input type="checkbox"/>	<input type="checkbox"/>		Location of existing and proposed vehicle and bicycle parking spaces with applicable dimensional and engineering information; N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Location of all snow storage areas and/or a snow removal plan;
<input type="checkbox"/>	<input type="checkbox"/>		A traffic control plan as detailed in Section 1 of the Technical Manual; N/A
<input type="checkbox"/>	<input type="checkbox"/>		Proposed buffers and preservation measures for significant natural features, where applicable, as defined in Section 14-526(b)(1); N/A
<input type="checkbox"/>	<input type="checkbox"/>		Location and proposed alteration to any watercourse; N/A
<input type="checkbox"/>	<input type="checkbox"/>		A delineation of wetlands boundaries prepared by a qualified professional as detailed in Section 8 of the Technical Manual; N/A
<input type="checkbox"/>	<input type="checkbox"/>		Proposed buffers and preservation measures for wetlands; N/A
<input type="checkbox"/>	<input type="checkbox"/>		Existing soil conditions and location of test pits and test borings; N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Existing vegetation to be preserved, proposed site landscaping, screening and proposed street trees, as applicable;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Grading plan;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Ground water protection measures;
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Existing and proposed sewer mains and connections;

- Continued on next -
page -

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
<input type="checkbox"/>	<input type="checkbox"/>	Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property; N/A
<input type="checkbox"/>	<input type="checkbox"/>	Plans showing the location, ground floor area, floor plans and grade elevations for all buildings; N/A
<input type="checkbox"/>	<input type="checkbox"/>	A shadow analysis as described in Section 11 of the Technical Manual, if applicable; N/A
<input type="checkbox"/>	<input type="checkbox"/>	A note on the plan identifying the Historic Preservation designation and a copy of the Application for Certificate of Appropriateness, if applicable, as specified in Section Article IX, the Historic Preservation Ordinance; N/A
<input type="checkbox"/>	<input type="checkbox"/>	Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable; N/A
<input type="checkbox"/>	<input type="checkbox"/>	An exterior lighting plan in accordance with Section 12 of the Technical Manual; N/A
<input type="checkbox"/>	<input type="checkbox"/>	A signage plan showing the location, dimensions, height and setback of all existing and proposed signs; N/A
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.



**PORTLAND FIRE DEPARTMENT
SITE REVIEW
FIRE DEPARTMENT CHECKLIST**



A separate drawing[s] shall be provided as part of the site plan application for the Portland Fire Department's review.

1. Name, address, telephone number of applicant
2. Thomas A. Toye, III (Toye Realty Holdings III LLC), P.O. Box 6285, Cape Elizabeth, ME 04107, 305-450-2552
3. Name address, telephone number of architect
N/A
4. Proposed uses of any structures [NFPA and IBC classification]
5. Vacant remaining land
6. Square footage of all structures [total and per story]
Total: 0 SF; no buildings
7. Elevation of all structures
N/A
8. Proposed fire protection of all structures
 - ***As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)***
9. Hydrant locations
Existing Hydrant adjacent to property on Jetport Boulevard.
10. Water main[s] size and location
Existing 8-inch main in Jetport Boulevard.
11. Access to all structures [min. 2 sides]
N/A
12. A code summary shall be included referencing NFPA 1 and all fire department. Technical standards.
See Section 17.

Some structures may require Fire flows using annex H of NFPA 1

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services,
55 Portland Street,
Portland, Maine 04101-2991



Bradley Roland, P.E.,
Water Resources Division

Date: February 9, 2017

1. Please, Submit Utility, Site, and Locus Plans.

Site Address: Jetport Boulevard

Chart Block Lot Number: 210A A006001

Proposed Use: Valet Parking Lot
Previous Use: Vacant remaining land
Existing Sanitary Flows: 0 GPD
Existing Process Flows: _____ GPD
Description and location of City sewer that is to receive the proposed building sewer lateral.
N/A

Site Category

- Commercial (see part 4 below)
- Industrial (complete part 5 below)
- Governmental
- Residential
- Other (specify)

Clearly, indicate the proposed connections, on the submitted plans.

2. Please, Submit Contact Information.

City Planner's Name: TBD Phone: TBD
Owner/Developer Name: Toye Realty Holdings III LLC
Owner/Developer Address: P.O. Box 6285, Cape Elizabeth, ME 04107
Phone: 305-450-2552 Fax: _____ E-mail: ttoye3@aol.com
Engineering Consultant Name: Sebago Technics, Inc, c/o Robert A. McSorley, PE
Engineering Consultant Address: 75 John Roberts Road, Suite 1A, South Portland, Maine 04106-6963
Phone: 207-200-2074 Fax: 207-856-2206 E-mail: rmcsorley@sebagotechnics.com

Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review.

3. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: _____ N/A GPD
Peaking Factor/ Peak Times: N/A

Specify the source of design guidelines: (i.e. "Handbook of Subsurface Wastewater Disposal in Maine," "Plumbers and Pipe Fitters Calculation Manual," Portland Water District Records, Other (specify)

Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet.

4. Please, Submit External Grease Interceptor Calculations.

Total Drainage Fixture Unit (DFU) Values:	N/A
Size of External Grease Interceptor:	N/A
Retention Time:	N/A
Peaking Factor/ Peak Times:	N/A

Note: In determining your restaurant process water flows, and the size of your external grease interceptor, please use The Uniform Plumbing Code. Note: In determining the retention time, sixty (60) minutes is the minimum retention time. Note: Please submit detailed calculations showing the derivation of your restaurant process water design flows, and please submit detailed calculations showing the derivation of the size of your external grease interceptor, either in the space provided below, or attached, as a separate sheet.

5. Please, Submit Industrial Process Wastewater Flow Calculations

Estimated Industrial Process Wastewater Flows Generated:	N/A	GPD
Do you currently hold Federal or State discharge permits?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the process wastewater termed categorical under CFR 40?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
OSHA Standard Industrial Code (SIC):	N/A	http://www.osha.gov/oshstats/sicser.html
Peaking Factor/Peak Process Times:	N/A	

Note: On the submitted plans, please show where the building's domestic sanitary sewer laterals, as well as the building's industrial-commercial process wastewater sewer laterals exits the facility. Also, show where these building sewer laterals enter the city's sewer. Finally, show the location of the wet wells, control manholes, or other access points; and, the locations of filters, strainers, or grease traps.

Note: Please submit detailed calculations showing the derivation of your design flows, either in the space provided below, or attached, as a separate sheet.

Notes, Comments or Calculation

Toye Realty Holdings III, LLC
P.O. Box 6285
Cape Elizabeth, ME 04107

April 26, 2017

Barbara Barhydt, Development Review Manager
City of Portland
Planning and Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Site Plan Submittal – Valet Parking Lot
Jetport Boulevard, Portland, ME, Map 210A, Lot 006A

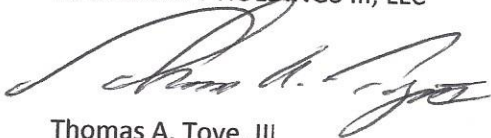
Dear Ms. Barhydt:

This letter to allow Sebago Technics, Inc. to act on my behalf as agent relative to the above referenced application.

If you have any questions, relative to this letter, do not hesitate to contact me. Thank you once for your time and consideration.

Sincerely,

TOYE REALTY HOLDINGS III, LLC



Thomas A. Toye, III
Sole Member